



BRUHAT BENGALURU MAHANAGARA PALIKE

TENDER BID DOCUMENT

PROVIDING PRIVATE WATCHMAN SERVICES (SECURITY GUARD) TO THE LAKES IN BBMP CUSTODY ON MONTHLY BASIS

Estimate Cost: Rs.693.60 Lakhs

Office of the Executive Engineer (Lakes-Yelahanka)
3rd Floor, Annex Building-3,
N.R Square, Bengaluru – 560002



BRUHAT BENGALURU MAHANAGARA PALIKE

Office of the Executive Engineer (Lakes-Yelahanka), 3rd Floor, Annex Building-3,
N.R Square, Bengaluru – 560002

No: EE(Lakes-Ylk)/Tend-01/2025-26

Date: 06-06-2025

INVITATION FOR TENDER NOTIFICATION (IFT) (Two Cover System and through KPP Portal only)

This Office invites from Reputed Manpower Service providers who are interested eligible Firms/Agencies/Operators, through e-procurement portal <https://kppp.karnataka.gov.in> for providing Private Watchman (Security Guard) Services Tender document is available online at e-procurement portal. The interested bidders should upload their bids along with duly signed scanned copies of all the relevant certificates, documents etc. in support of their technical & price bids.

Sl. No	Name of the Work	Qty	Approx. Value of work (Rs. in Lakhs)	EMD (Rs.in Lakhs)	Stipulated Period of Completion
1	Providing Private Watchman Services (Security Guard) to the lakes in BBMP custody on monthly Basis	296 No	693.60	Rs.6.93 lakhs (Rs.1.93 lakhs through e-procurement & balance amount Rs.5.00 lakhs through Bank Guarantee (BG))	12 months

Calendar of events:

1. Available of Tender documents: **09-06-2025 after 16:00 hours**
2. Pre-bid meeting: **19-06-2025 at 16:00 hours**
3. Last Date for receipt of Tenders: **08-07-2025 upto 16:00 hours**
5. Opening of Technical bid: **09-07-2025 at 16:30 hours**
6. Opening of Finance bid **After Approval of Technical bid
(will be informed later)**

Terms & Conditions:

- 1) Aspiring Bidders/Contractors who have not registered in e-procurement shall register before participating through the website or contact e-Procurement Helpdesk.

- 2) The contractors shall submit the digitally signed tenders electronically on or before the date and time of submission published in the e-procurement portal along with stipulated EMD notified in the tender document.
- 3) The Tender will remain valid for 90 (Ninety) Days from the Date of Opening of Tender.
- 4) The Tenderers are advised to note the minimum qualification criteria specified in clause of the Instructions to Tenderers to qualify for award of the contract (Standard Tender Bid Document) also Tenderers are advised to go through the Standard Bid Document.
- 5) Successful Tenderer should deliver to the employer a security deposits equivalent 5% of the Contract price in form of Demand Draft / Bank Guarantee/e- Bank Guarantee in favour of Chief Commissioner, BBMP otherwise action will be initiated as per Standard Bid document clauses.
- 6) Black Listed Contractors in Govt. / Quasi Govt. / Boards / BBMP etc., are not eligible to participate in tender, if found such Tenders will be rejected.
- 7) The tender inviting authority reserves the right to verify the original documents, copies of which submitted through KPP portal during the submission of tender. The bidder shall produce the Original Documents as and when requested by the Tender inviting authority. Failure on the part of the Bidder to produce original document on demand at any point of time may result in rejection of the Tender in toto.
- 8) No Joint Venture / Consortium are permissible.
- 9) Bids shall be placed in terms of Service charge, in terms of Percentage (%), in two decimal points, not less than 3.85% only. No other value to be entered in this regard.
- 10) Conditional Tenders will not be entertained and they are summarily rejected.
- 11) If the Contractor has any liability whatsoever to the BBMP / Govt. the same will be deducted from the Contractors bills.
- 12) In the event of the specified date of tender opening being declared a holiday, the tenders will be opened the next immediate working day.
- 13) The bidders/ Contractors should undertake to follow Labour Laws on, rules notification or any such Govt. Orders/ BBMP orders which are in force or which may be come into effect at any time of execution of contract.
- 14) Corrigendum/ modification/corrections, if any, will be published in the e-Procurement website only.
- 15) Intending bidders are advised to check KPPP website <https://kppp.karnataka.gov.in/> at least three days prior to closing date of submission of tender for any corrigendum / addendum/ amendment.
- 16) The BBMP reserves the right to accept/reject any or all tenders without assigning any reasons what so ever.
- 17) Further particulars shall be had from the office of the Executive Engineer (Lakes-Yelahanka), BBMP, 3rd Floor, Annex Building-3, N.R Square, Bengalure-560 002 during the working days.

Sd/-
Executive Engineer (Lakes-Yelahanka)
Bruhat Bengaluru Mahanagara Palike

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TENDER DOCUMENT

PART-I

1. Preamble

Tenders under two bid systems, i.e., Technical Bid (Pre-qualification requirement) and Financial Bid, from the eligible Bidders will be received through e-procurement portal of the Government of Karnataka by BBMP for the following:

- a) **Nature of Service: Providing Services of Watchman (Security Guards) to lakes in BBMP Custody.**
- b) **Period of Agreement: One (01) year** from date of signing the work order.
- c) **Earnest Money Deposit (EMD):** Tender shall accompany an Earnest Money Deposit of **Rs.6.93 lakhs** (Rs.1.93 lakhs through e-procurement & balance amount Rs.5.00 lakhs through Bank Guarantee (BG). Tender Processing Fee as specified in e-procurement portal shall be paid in the e-procurement portal using either of Net Banking, Credit Card, Direct Debit, National Electronic Funds Transfer (NEFT)/ Real Time Gross Settlement (RTGS) and Over the Counter (OTC) modes:

2. Scope of work:

- 2.1 Providing Services of 296 (Two hundred and Ninety six only) **Watchman (Security Guards) to lakes in BBMP custody**

3. Eligibility Criteria:

- 3.1 The Agency should have been registered as a Firm or Company for not less than Five (5) years:
 - i. Registered under the Karnataka Shops and Commercial Establishments Act, 1961
 - ii. License obtained by the Police Department under Karnataka Private Security Agencies Act in Karnataka
 - iii. Experience of Providing Services of Security to minimum two (2) State/ Central Government Departments/ Organizations/ Institutes/ Boards, OR Central/State Public Sector Undertakings/Private Sector within the State of Karnataka during the past Five (5) years;
 - iv. The Agency should have its Registered Office or its branch office in Bengaluru, State of Karnataka.
 - v. The Agency shall have valid: PAN, GST, ESI, PF registration.
 - vi. The Agency shall have a minimum total turnover of Rs.13.86 Crore during previous three (05) years in any 2 years (2020-21, 2021-22, 2022-23, 2023-24 and 2024-25).
 - vii. One similar work of Annual value not less than **Rs.5.55 Crore (Equals to 80% of the value of work to be executed) Or Two similar works each of Annual value not less than Rs.4.16 Crore (equals to 60% of the value of the work to be executed) Or Three similar works each of Annual value not less than Rs.2.77 Crore (equals to 40% of the value of the work to be executed).**

viii. The Agency should not have been blacklisted by State / Central Government Departments / Organizations / Institutions / Boards, OR Central / State Public Sector undertaking in the past Five (5) Years.

4. Documents to be uploaded:

4.1. The Following documents in support of the eligibility are required to be uploaded:

1. Registration Certificate of the Firm under the Companies Act 1956; or The Agencies who have been registered under any appropriate Government Department in the State of Karnataka, for having been in existence as a Registered Firm/Agency for past five (5) years.
2. License obtained by the Police Department under Karnataka Private Security Agencies Act.
3. Document(s) in support of having supplied Watchman (Security) Service of not less than **148** persons in a given supply order to two or more State or Central Government Departments/ Organizations/ Boards or Central/ State Public Sector /Private Sector Undertakings within the State of Karnataka during last Five (5) years only
4. The Agency shall have already registered their Firm with valid ESI, PF, PT, State Labour Department, and shall upload the ESI & PF remittance challans of previous three months of the current year.
5. Documents such as Registration Certificate obtained as per The Karnataka Shops and Commercial Establishments Act,1961, PAN and GST Registration;
6. Income Tax Returns of past Five (5) years (2020-21, 2021-22, 2022-23, 2023-24 and 2024-25); and Annual Financial Statements & CA Certificates for previous Five (5) years for turnover of Rs.13.86 Crore in any 2 years (2020-21, 2021-22, 2022-23, 2023-24 and 2024-25);
7. Documents to show the Profile including its Organizational Structure and experience in the field and also clearly showing the complete address of office or Directors or its Branch Office;
8. Undertaking to the effect that the Agency or any of its Partners or Directors have not been blacklisted by any State / Central Government or any Government Department/ Organization/ Institution / Board or Corporation;
9. Undertaking to comply with the Terms & Conditions (including corrigendum) mentioned in this Tender Document.

4.2 Submission of all above documents for all the years concerned is “**mandatory**”. **Failure to upload any of them will result in disqualification** at technical bid stage itself.

4.3 Undertaking for subsequent submission of any of the above documents will not be entertained under any circumstances. However, the Department reserves the right to seek fresh set of documents or Originals or seek clarifications on the already uploaded documents.

4.4 Each page of the tender document must be signed along with seal of the Agency

clearly indicating the Name and Designation of the Authorized Signatory of the Organization.

- 4.5** The Agency will have to produce the original documents at the time of Technical Bid Scrutiny and/or at any subsequent stage (including after award of work) to the Department and will have to attest any or all pages of tender document or any document subsequently uploaded by it.

5. Corrigendum in respect of Tender Document:

- 5.1** At any time prior to the last date for receipt of Bids, the Department may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Agency, modify the Tender Document through a Corrigendum which will be uploaded.

- 5.2 Manner of quoting the financial bid:** Quote service charges in Percentage only. The service charges shall include administrative expenses of the Agency

6. Bid Opening Process

- 6.1 Technical Evaluation:** Online bids will be opened by the Department on the date and time mentioned in this document (read with corrigendum, if any) in presence of the Bidder or a duly authorized representative, if present. No separate intimation will be given in this regard.

6.1.1 Bids will be evaluated with regard to eligibility criteria as per tender document.

- 6.1.2** The Bidder or authorized representatives will have to produce the original documents at the time of technical scrutiny. The Department reserves the right to reject the bid at technical stage, in case; the original documents are not produced for physical verification.

- 6.1.3** Only one authorized representative of each Bidder will be permitted to be present at the time of opening of the bids.

- 6.1.4** The Department reserves the right to ask for records for clarification, if required by Tender Committee.

- 6.1.5** Bids, not satisfying the Technical eligibility criteria will be rejected.

Marks Sheet for Documents in Technical Bid (Total 100 marks):

Sl. No	Document Name
1.	Firm registration certificate under the Companies Act 1956; or The Agencies who have been registered under any appropriate Government Department in the State of Karnataka, for having been in existence as a registered Firm/Agency for past five (5) years or more
2.	License obtained by the Police department under Karnataka Private Security Agencies Act in Karnataka.
3.	Document(s) in support of having supplied Private Watchman (Security) Service of not

	less than 148 persons in a given supply order to two or more State or Central Government Departments/ Organizations/ Boards or Central/ State Public Sector Undertakings/Private Sector within the State of Karnataka during last Five (5) years only
4.	The Agency shall have already registered their firm with ESI, PF, PT, State Labour Department, and shall upload the ESI & PF remittance challans of previous three months of the current year along with NOC from the Authority.
5.	Documents such as Shops and Commercial Establishment Registration Certificate, PAN, GST, ESI and PF registration
6.	Income Tax Returns of past 5 years (2020-21, 2021-22, 2022-23, 2023-24 and 2024-25); and Annual Financial Statements & CA Certificates for previous 5 years for turnover of Rs.13.86 Crore (2020-21, 2021-22, 2022-23, 2023-24 and 2024-25).
7.	Agency Profile, including its organizational structure and experience in the field, and also clearly showing the complete mailing address of its head office and branch office and official e-mail, telephone number.
8.	Undertaking to the effect that the Agency or any of its Partners or Directors have not been blacklisted by any State/ Central Government or any Government Department/ Organization/ Institution / Board or Corporation.
9.	Undertaking to comply with the Tender Terms & Conditions (including corrigendum);

6.2 Financial Evaluation:

6.2.1 Financial bids of only those Bidders whose bids meet the Financial Bid eligibility criteria and are found technically qualified only will be opened on the date and time as per the Tender document in the presence of the Bidders or their representatives, if present, for further financial evaluation.

6.2.2 Only one authorized representative of each of the Bidder will be permitted to be present at the time of opening of the bids.

7. Confidentiality

7.1 The Agency shall not use confidential information, the name or the logo of the Department except for the purposes of providing the service as specified under this contract.

8. Penalty for Delay:

8.1 Any delay in supply within stipulated time period as mentioned in Work Order will invite penalty at the rate of one percent (1%) of the order value per day of the delay subject to a maximum limit of 20%.

8.2 If the delay is such that the delay penalty has reached a value of 20% of the order value, the Department will impose the penalty as above and will have an

option to cancel the work order and award the work to any other agency without any compensation to the agency at the risk and at the cost of such defaulting agency.

- 8.3 EMD/Security Deposit and the Performance Bank Guarantee submitted by the defaulting agency would be forfeited and empanelment cancelled.
- 8.4 Defaulting agency would be debarred from participating in any of the departments in State / Central Tender for a period of three years.

9. Terms of Payment and Payment Schedule:

- 9.1 The Agency will pay the outsourced staff through Account Payee Cheques directly to Bank Account and remit the ESI & EPF directly to concern Agencies. Payment will be on the basis of attendance. Attendance will be on the basis of certified letter received from the Authorised Engineer. The payment will be strictly as per the Minimum Wages Rules and Contract Labour Act Notification, as currently in force. A **prepaid-receipt bill**, in triplicate, along with certificate of attendance, calculation sheet of wages of each outsource staff (if any), copies of Bank Sheet of every Account and online proof for having paid their ESI and PF will have to be submitted by the Agency.
- 9.2 Payment shall be made before 7th of every month to outsourced staff and credited to the Bank Accounts of the workers & should be intimated to this Office. The Agency shall give the wage slip to the outsourced staff as prescribed under the Labour Laws.
- 9.3 Contractors shall abide by all the applicable Labour Laws.
- 9.4 Amount to the Agency will be released only after the payments to the workers are made and PF/ESI Challan, applicable Statuary documents are produced along with the bills.
- 9.5 A pre-receipted bill, in triplicate along with certificate of satisfaction from the Official of the BBMP shall be submitted by the Agency.
- 9.6 Payments shall be subject to deductions of any amount for which the Agency is liable under the empanelment or tender conditions. Further, all payments shall be made subject to deduction of Tax Deduction at Source (TDS) as per the Income Tax Act/ Rules and/or any other Rules or order of the Government.
- 9.7 Payments will be made to the Agency after submission of bills and necessary certifications which fulfills the tender.
- 9.8 **If the Payment is delayed by the Department for any other reason**, No interest shall be payable by the Department for late payments.

10. Security Deposit and Performance Guarantee

- 10.1 The successful tenderer shall deposit an amount **equivalent to 5%** of the Tender Value/amount as **Security Deposit** or provide a Demand Draft / e-Bank Guarantee or an irrevocable **Bank Guarantee** of any Nationalized / State Bank for the duration of the agreement at the time of entering into agreement, which is valid for a

period of one (01) year, in favor of the Chief Commissioner, BBMP, payable at Bengaluru.

11. Indemnity

The selected Agency shall indemnify the department against all third party claims arising in connection with the services provided by it for a period of one (01) year from the date of Service.

12. It is BBMP policy to require that Service provider observe the highest standard of ethics during the execution of such contracts. In pursuance of this policy, the BBMP:

- (i) “corrupt practice” means the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official in the selection process or in contract execution; and
 - (ii) “fraudulent practice” means a misrepresentation of facts in order to influence a selection process or the execution of a contract to the detriment of BBMP, and includes collusive practices among Service provider (prior to or after submission of proposals) designed to establish prices at artificial, non-competitive levels and to deprive BBMP of the benefits of free and open competition.
- (a) defines, for the purposes of this provision, the terms set forth below as follows:
 - (b) will reject a proposal for award if it determines that the firm recommended for award has engaged in corrupt or fraudulent activities in competing for the contract in question; (d) will declare a firm ineligible, either indefinitely or for a stated period of time, to be awarded BBMP-financed contract if it at any time determines that the firm has engaged in corrupt or fraudulent practices in competing for, or in executing, a BBMP -financed contract; and
 - (c) will have the right to require that, BBMP to inspect Service provider’s accounts and records relating to the performance of the contract and to have them audited by auditors appointed by BBMP.
 - (d) Service provider shall not be under a declaration of ineligibility for corrupt and fraudulent practices issued by BBMP in accordance with the above sub para.

13. Termination of Contract

13.1 Termination for Insolvency: The department may at any time terminate the work order / contract by giving a written notice of one month to the selected Agency, without any compensation to the Agency, if the Agency becomes bankrupt or insolvent.

13.2 Termination for default by Agency: Default is said to have occurred, if:

- i. the Agency fails to execute the Supply Order within the specified time limit or any extension thereof granted by the department;
- ii. the Agency fails to perform any obligations(s) and activities under the contract and/or any statutory requirement under the rules and regulations of the Government;

- iii. the Agency, in either of the above circumstances, does not take remedial steps within a period of Seven (07) days after receipt of the default notice from the department (or takes longer period in spite of what the department may authorize in writing),
- iv. The department reserves the right to terminate the contract / Supply Order in whole or in part, as deemed appropriate. Security Deposit of such defaulting agency(s) shall be forfeited and the defaulting Agency shall be debarred from participating the department Tenders for a period of three years; and
- v. In addition to above, the department at its discretion may get the services from any other agency at the cost and risk of such defaulting Agency. The defaulting Agency shall be liable to compensate the department for any extra expenditure involved to complete the scope of work in totality. In addition, the defaulting Agency shall also be liable to pay 20% of the Supply Order as cancellation charges for each unexecuted order.

14. Responsibilities of the Agency

- 14.1** The supplies and / or services in quantity and quality as specified by the department will be executed/ performed by the Agency within the time limit as specified in the work order;
- 14.2** The Agency is liable for damages on account of any violation by the manpower deployed under any laws of the Country.
- 14.3** The Agency shall provide Photo ID Card and Uniform & Shoes respectively as per Rules 15 and 16 of Karnataka Private Security Agencies Rules, 2008.
- 14.4** The Agency shall be responsible for overall security measures and arrangements to safeguard the movable and immovable property and prevention of theft within the lake premises.
- 14.5** Prevention of unauthorized entry of personnel including all types of outside people in the lake premises.
- 14.6** The Agency staff shall work on duty and they will be deployed in three shifts i.e. 6.00 AM to 2.00 PM (First Shift) / 2.00 PM to 10.00 PM (Second Shift) / 10.00 PM to 6.00 AM (Night Shift). The guard of the previous shift will submit the attendance of the incoming guard within 15 minutes of the commencement of the shift to the caretaker on duty for verification.
- 14.7** The Agency shall ensure proper uniform and shoe for the day shift workers and Torch Light with 5 ft. long stick for staff on night duty.
- 14.8** The Agency shall be fully responsible for the performance and fitness on their duty of their personnel (Watchman). For this, the Agency will have to keep close liaison with the authorities.
- 14.9** The Agency shall have to maintain a round-the-clock Control Room with Telephone No.,
- 14.10** Mobile No., Names of persons manning the Control room in their office for any urgent communication regarding any extra-ordinary situation.

- 14.11** The Agency shall conduct surprise Night Patrolling at all the lakes and shall submit written report to BBMP periodically at least once a month.
- 14.12** The agency shall provide their own communication system to their staff for the coordination with Officers/officials of BBMP.
- 14.13** The Agency shall have to provide the Mobile Phone No. of all the security guards for record their attendance in Logsafe App.

15. Liability of the Agency

- 15.1** Agency shall be liable for all acts of omission and commission by it or its agents or employees under this tender and the Department stands insulated against aggrieved third-party complaints against any civil or criminal actions of the agency or its agents or its employees.

16. Outsourcing Services Penalty:

- 16.1** In case of delay in payment to the employees exceeds 7th of every month, Rs 100/- per employee per day will be deducted from the Bill amount.
- 16.2** In case of delayed joining of duty that is beyond 30 minutes, a penalty of Rs. 50/- will be imposed in each case.
- 16.3** Indiscipline & misbehaviour by personnel a fine of Rs.500/- in each case and the personnel shall be sent back to the Agency and shall not to be deployed again.
- 16.4** The Officer in charge or any official deputed by BBMP will have the liberty to inspect daily or periodically the deployment of personnel. If the inspecting officer finds any discrepancy in the working, he will report to the BBMP to impose monetary penalties to an extent to Rs.500/- in each case for 5 instances. Thereafter it may impose penalty of 10 % deduction from the bill or deduction of part or whole of security Deposit or termination of the agreement at one month notice.
- 16.5** The Successful tenderer will have to start working from the Work order date. The Contract will be for a period of 12 months. BBMP reserves the right to terminate the contract at a short notice of one month.

17. Arbitration:

- 17.1** In case of any dispute or disagreement of any kind arising out of services being provided by the agency, unless resolved amicably, its resolution shall be done by an arbitrator nominated by the authority and shall be acceptable to all parties concerned.

18. Applicable Laws

- 18.1** The Agency shall be governed by the laws and procedures established by Government within the framework of applicable legislation and enactment made from time to time concerning such commercial dealings/processing.
- 18.2** All disputes in this connection shall be settled in Bengaluru Custody only.

19. GENERAL TERMS & CONDITIONS:

1. Only those Firms or Companies who fulfill the prescribed eligibility criteria and possess all the documents required for technical scrutiny shall apply. The bidders shall submit the bids only after understanding the Tender Document completely.
2. Joint Bids will not be accepted.
3. Tender document is non-transferable. Conditional tenders are liable for rejection.
4. Financial Bid shall be quoted carefully. BBMP will not be responsible for any misinterpretation or wrong assumption by the Agency.
5. **As per the Dept. of Expenditure (Procurement Policy Division), Govt. of India, Office memorandum No. F.6/1/2023-PPD dated: 06.01.2023, the Bidders are hereby directed to quote the Service Charge, in Percentage (%) units only between the range 3.85% to 7% on the wages, i.e., on Basic + VDA, upto two decimal points only.**
6. It will be imperative on each Bidder to fully acquaint himself with the local conditions and factors, which would have any effect on its performance and / or the cost. It will be imperative for each Bidder to fully inform themselves of all legal conditions and factors which may have any effect on the Engagement as described in the bid documents. BBMP shall not entertain any request for clarification from the Bidder regarding such local condition. It is the responsibility of the Bidder that such factors have properly been investigated and considered while submitting the bid proposals and that no claim whatsoever including those for financial adjustment to the Engagement contract awarded under the bidding documents will be entertained by BBMP and that neither any change in the time schedule of the contract nor any financial adjustments arising thereof shall be permitted on account of failure of the Bidder to appraise themselves of local laws/condition.
7. The Bid shall be initially valid for **90 (Ninety)** days from the opening of financial bid. If necessary, the department will seek extension in the bid validity period beyond 90 days.
8. BBMP reserves the right to cancel the tender process at any stage without assigning any reason as well to reject any or all the bids without assigning any reason. The Department also reserves the right to reject any bid on the basis of unsatisfactory past performance of a bidder or warranted termination of past contract or fake bids.
9. BBMP also reserves the right to modify/relax any of the terms and conditions of the tender by declaring / publishing such amendments in a manner that all prospective Agencies / parties to be kept informed about it.
10. Suppression/misrepresentation of any information or furnishing false/ incorrect information by any bidder shall render summary rejection of the bid. The contract, if made, will be liable to be terminated. EMD/ Security Deposit/ Performance Bank Guarantee will also be liable for forfeiture along with criminal prosecution, if warranted. The decision of the Department in this regard shall be final and binding.

11. **If two or more bidders have quoted same lowest service charge to the work, the award of work will be done by lottery system or by obtaining no objection certificate in this regard, by forthcoming bidders who have quoted the same price.**
12. **Release of Security Deposit/ Performance Bank Guarantee:** These will be released after 30 days of the expiry of the Contract period, by adjusting any dues to the Department.
13. In case of any dispute or proceedings in any court/ authority on a matter arising out of the Agreement, the Security Deposit/ Performance Bank Guarantee shall not be released until the proceedings are disposed of even in the event of the Agreement coming to an end.
14. The Rates of Wages payable for Private Watchman (Security Guard) is as mentioned in the Format.
15. No escalation in rates by the successful tenderer on any account in any form shall be entertained by the department during the Agreement period.
16. The Agency shall have obtained necessary Statutory permissions under relevant laws wherever applicable.
17. Any attempt by Agency to bring pressure towards the Department's decision making process will make the Agency liable for disqualification for participation in the present tender. Such Agency may also be liable to be debarred from bidding for the Government tenders in future for a period of three years.
18. The decision of BBMP arrived at during various stages of the evaluation of the bids is final and representation of any kind shall not be entertained.
19. The successful tenderer shall enter into an Agreement on a non- judicial stamp paper of for due performance of contract, within time limits as intimated by BBMP (or extensions granted). The Agency shall provide the required goods/ services within the period as specified in the Agreement.
20. The scope of Agreement shall be liable for alteration by way of deletions or additions at the discretion of BBMP.
21. The Agency or its personnel shall not divulge or disclose to any person, any details of this office, operational process, technical know-how, security arrangement, administrative/organizational matters, etc.
22. BBMP shall not be responsible for any damage/ injury sustained by the employee deployed by the Agency, during the course of providing services.
23. In case, the Agency fails to seek clarification, if any, in writing from BBMP regarding any doubts or ambiguities with regard to any clause in the Agreement, the decisions of Chief Commissioner, BBMP in such issues shall be final.
24. The successful bidder shall furnish a bank guarantee of value specified in this document as Performance Guarantee from a Nationalized / State Bank for the contract period. In case the successful bidder fails to sign the contract or submit the Performance Guarantee within specified period, the EMD shall be forfeited.

25. In case, the Agency fails to provide services or found to be unsatisfactory, the contract can be terminated by BBMP by giving **one month's notice**. The performance guarantee/security in that case shall be forfeited.
26. To prevent disputes and litigations, it shall be accepted as an inseparable part of the Agreement that in matters with regard to interpretation of Agreement, mode of procedure and carrying out the work, the decision of Chief Commissioner, BBMP shall be final and binding on the Agency.
27. Agency shall be available to be contacted in case of any need at any time, i.e., 24x7 on all 365 days.
28. The approximate number of persons required to be engaged will be Watchman/ Security Guards 296 No (254+42 relievers) to be deployed. However, The BBMP has the right to change the number of Guards at thier discretion at any time and the agency shall be bound to provide the amended numbers required.
29. The Agency shall be solely responsible for hiring of suitable and efficient manpower resources. No additional cost shall be paid for hiring of manpower.
30. The duration of the agreement is for a period of 12 months from the date of signing the agreement which may be extended for further period up to 12 months or any other period rests at the discretion of BBMP. However, the agreement can be terminated by either party by giving three months advance notice.
31. The Agency shall ensure that one of its representative supervisors is available at pre-notified address with contact number.
32. The persons deployed by the Agency should not have any Police record/criminal cases against them. The agency should make adequate enquiries about the character and antecedents of the persons whom they are recommending. Any person deployed by the contracting agency should not indulge in act of misconduct. In case any such incident comes to the knowledge or brought to the knowledge of this Office, the contracting agency shall withdraw such person immediately and the Office will be at liberty to take appropriate action against such person as well as contracting agency.
33. The contracting agency shall conduct a thorough background verification of the candidate at its own cost.
34. In case the Agency is found in breach of any condition(s) of tender or supply order, at any stage during the supply/service period, or adopts any unfair practice for the purpose of this tender either before or after issue of work order, it's EMD/Security Deposit/ Performance Bank Guarantee is liable for forfeiture. Further, BBMP reserves the right to initiate legal action as per law and also to debar the defaulting Agency concerned from participating in the Government Tenders for at least three years.
35. The Security Staff deployed by the Agency shall be the employees of the Agency only. The appointment Order, Service Conditions, Leaves and all other statutory obligations including Termination due to misconducts shall be the sole obligation of the Agency. BBMP shall communicate any such critical issues to the Agency.
36. It shall be responsibility of the agency to maintain the MIS/data of the Staff.

37. Employees should be in the age group of 18 to 60 Years.
38. The General Rules as prescribed by the State Government or the Department of Personnel and Administrative Reforms from time to time shall be applicable.
39. Tenderer should quote service charge only. The service charge should be quoted in Percentage only. Service charge with value of zero or negative will be summarily rejected
40. The salary of the above outsourced officials will be as per prevailing pay in respective years decided by Labour Department/Governing Body decisions.
41. The BBMP will bear additional cost due to changes in statutory payments like min wages, EPF & ESI.
42. Number of posts may increase or decrease as per the requirement during the contract period.
43. BBMP can take the decision on the Pay (Gross Salary including V.D.A) considering the statutory payments like min wages, EPF, ESI of the employees and also as per the direction of Govt.
44. The above tender is invited for the period of one year. If the provided services in that period are found satisfactory, the contract period will be extended. Such extensions will be made, provided that the service provider agrees to provide services with the same service charges quoted in the tender.
45. The minimum wages (basic) and V.D.A. hikes/changes made by the Labour Department will be considered.
46. Necessary training for uploading of bids and hands-on experience in handling e-procurement system could be obtained from the center for e-governance, MS Building, Gate No.2, Bengaluru-560001.

20. GENERAL CONDITIONS OF CONTRACT (GCC)

21. This document shall accompany and be a part of the contract entered into between Bruhat Bengaluru Mahanagara Palike (BBMP) and the contractor. The purpose of this document is to establish general conditions for the contract which shall be binding upon the contractor. General conditions of purchase orders & works contract shall include the following clauses:

a) INTERPRETATIONS AND DEFINITIONS:

- i. **Singular and Plural:** Where the context so requires, words importing the singular only also include the plural and vice versa.
- ii. **Heading and Marginal Notes to conditions:** Heading and marginal notes to these General Conditions shall not be deemed to form part thereof or be taken into consideration in the interpretation or construction thereof or of the Contract.

b) Definitions:

- i. 'BBMP' shall mean Bruhat Bengaluru Mahanagara Palike having its office at Executive Engineer (Lakes-Yelahanka), Annex Building-3, 3rd Floor, N.R. Square Bengaluru-560002 and includes a duly authorized representative of BBMP or any other person empowered in this behalf by BBMP to discharge all or any of its functions.
- ii. The 'Accepting Authority' shall mean the authority approved by Competent Authority.
- iii. The 'Contract' shall mean the notice inviting the tender, the tender, and acceptance thereof and the formal agreement, if any, executed between the Corporation and the Contractor together with the documents referred to therein including these conditions, Schedule of Quantities with rates, amounts and Schedule of Rates. All these documents taken together shall be deemed to form one Contract and shall be complementary to one another.
- iv. The 'Contractor' shall mean the individual or firm or company whether incorporated or not, undertaking the works and shall include legal representatives of such individual or persons composing such firm or unincorporated company, or successors of such firm or company as the case may be and permitted assigns or such individual or firm or company.
- v. The 'Contract Sum' shall mean: In percentage Rate Contracts the estimated value of the works as mentioned in the tender adjusted by the Contractor's percentage.
- vi. A 'Day' shall mean a day of 24 hours from midnight to midnight irrespective of the number of hours worked in that day.
- vii. 'Engineer-in-charge' shall mean the Engineering Officer appointed by BBMP or his duly authorized representative who shall direct, supervise and be in-charge of the works for purpose of this Contract.
- viii. 'Excepted Risks' are risks due to riots (otherwise than among Contractors' Employees) and civil commotion (in so far as both these are uninsurable), war (whether declared or not), invasion, act of foreign enemies, hostilities, civil war, rebellion, revolution, insurrection, damage from aircraft, acts of god such as earth quake, lightning and unprecedented floods and other causes over which the Contractor has no control and accepted as such by the Accepting authority.
- ix. 'Schedule(s)' referred to in these conditions shall mean the relevant Schedule(s) annexed to the tender papers issued by BBMP or the standard Schedule of Rates prescribed by BBMP and the amendments thereto issued from time to time.
- x. The 'lake' shall mean the lakes in BBMP Custody and/or other places on, under, in or through which the work is to be executed under the Contract including any other lakes which may be allotted by BBMP or used for the purposes of the Contract.
- xi. A 'Week' shall mean seven days without regard to the number of hours worked any day in that week.

- xii. The 'Works' shall mean the works to be executed in accordance with the Contract or part(s) thereof as the case may be and shall include all extra or additional, altered or substituted works or temporary and urgent works as required for performance of the contract

c) GENERAL CONDITIONS:

1. The rate quoted shall be responsive and the same should be inclusive of all statutory obligations such as Minimum wages, ESI, EPF contributions, Service Charges, all kind of taxes etc., if applicable.
2. Minimum wages as fixed and revised from time to time by the office of the Labour Commissioner, Karnataka as applicable to "WATCHMAN" should be paid by the contractor.
3. Whenever Minimum wages is revised by the respective Labour authorities, it shall be duty of the contractor to immediately pay such revised minimum wages to the contract personnel deployed and then re-imburement may be claimed from BBMP.
4. The Agency shall comply with Contract Labour (R&A) Act, PF Act, ESI Act, Payment of Bonus Act etc. whichever applicable and all other statutory payments will be the liabilities of the Security Agency, applicable from time to time.
5. The Security Guards should be of sound Health. Their character antecedents must be verified by the Security Agency and a proof thereof should be submitted to BBMP before their deployment.
6. The Contractor must ensure the standard liveries (uniform & Shoes) are worn by the Security staff/ supervisors. The staff shall be in proper uniform as approved by BBMP and with their identity card properly displayed.
7. The Security Guards whose services are provided by the Agency will at all times and for all purposes, be the employees of the Agency who will be responsible for necessary service benefits to them. BBMP shall have the right for removal of a person of the Agency who is not discharging his duties satisfactorily or his role is found dubious in nature and the employees of security contractor do not have any right to claim employment in BBMP at any point of time.
8. Female Civilian Guard will be paid as per the minimum wages rates prescribed by O/o Chief Central Labour Commissioner (Central), New Delhi or the rates prescribed by the State Govt., whichever is higher. The rates/VDA will be enhanced as and when the minimum wages are revised by CLC(c)/state govt., as the case may be.
9. The Eight Hours Shift will normally commence from 6.00 AM to 2.00 PM (First Shift) / 2.00 PM to 10.00 PM (Second Shift) / 10.00 PM to 6.00 AM (Night Shift). But the timings of the shift are changeable and can be fixed by this office from time to time depending upon the requirements. Prolonged duty hours (more than 8 hours at a stretch) shall not be allowed.

10. An employee (Security Guard/Supervisor) in a scheduled employment in respect of which minimum rates of wages have been fixed under the Act, shall be allowed a day of rest every week (herein after referred to as “the rest day”) which shall ordinarily be Sunday, but the employer may fix any other day of the week as the rest day for an employee.
11. Attendance of personnel will be maintained by the Service Provider and copy of the same shall be provided along with the monthly bill to the office of the ESIC within 15 days of the following month, which should match with biometric attendance.
12. On any given day, if any of contractor’s personnel(s) deployed under the contract is (are) absent or fails to report in time, the contractor must provide a suitable substitute in time, for this purpose the contractor must monitor on a daily basis the sanction of leave to the staff deployed.
13. The administrative issues like leave, weekly off, discipline etc., of the Security personnel are responsibility of the contractor and if failed to comply above compliance the appropriate action will be taken against the contractor by the principal employer (i.e. BBMP).
14. The Agency shall deploy security personnel after medical examination for certification of fitness for the post at its own cost and medical certificate is to be submitted to BBMP at the time of deployment. Character and antecedent’s verification shall have to be verified in respect of all personnel and the certificated from local police be obtained and produced with the 1st bill.
15. The list containing the names, verified addresses, affixing a photograph along with the signature of each employee appointed by the Agency shall be made available to BBMP with their Bio-data before commencing the contract.
16. The changes in the personnel deployed will not be allowed without prior approval/permission of BBMP or any other authorized Engineer.
17. No enhancement in the agreed rates will be allowed during the Contract period except statutory revision if any.
18. The Agency will submit the proof of deposit of ESI, EPF and GST within three weeks from the disbursement of wages every month to BBMP authorities. Copy of the Challans vouchers in relation to ESI, EPF and GST charges subscription deposit with the Bank should be submitted every month with certified copy of list of deployed security guards against whom the amount is deposited. Certified copy of returns submitted to the ESI & EPF authorities should be produced periodically.
19. The bill for each month shall be presented in triplicate by the Agency by 10th of every following month duly pre-receipted. The security Agency will pay the wages to their workers latest by 7th of every month. Payment of wages shall be done through bank account only by electronic clearance system. The payment to workers is not linked with payment of bill by ESIC. Cash payment of wages will not be considered to calculate the bill at any circumstances.
20. The Performance security deposit shall be returned to the Agency on the

expiry of the contract period on furnishing usual clearance/No Demand Certificate. The Security Deposit shall be returned on the expiry and termination of the Contract subject to conditions that the Security

21. Agency has indemnified the 1st Party (BBMP) for all payments to the staff. The Security Agency while claiming for release of the Performance Security Deposit shall certify that all payments including Labour Laws obligations have been fulfilled and that the ESI Corporation authorities shall not be responsible for such payments to the staff arising out of the decision of the Labour court, if any.
22. The Contract shall come into force from the date of Agreement signed by both the parties. In case the Agency fails to execute the job after signing the Agreement Deed or leave the job before completion of the period of Contract at their own accord, The BBMP shall have the right to forfeit the Performance Security Money Deposited by the Agency for execution of the Contract.
23. The Agency shall comply with the Labour laws applicable and BBMP shall not be responsible for any litigation / default from Agency side.
24. The security personnel should be rotated from their deployment at Time to Time.
25. BBMP shall have the full powers to terminate the tender process at any stage, without assigning any reason. BBMP's decision in this regard will be the final.
26. The contractor shall ensure that its personnel do not, at any time, without the consent of the BBMP in writing, divulge or make known any trust, transaction undertaken or handled by the BBMP and shall not disclose any information about the affairs. In case of breach of conditions contained herein by the contractor, the security deposit of the agency stand forfeited.
27. No accommodations will be provided by the BBMP. The contractor and security guards must make their own arrangement.
28. If as a result of post payment audit any overpayment is detected in respect of any work done by the agency under the tender, it shall be recovered from the agency by BBMP.
29. In case of natural disaster, the security personnel should be able to respond, act and deliver additionally assigned duties by BBMP.
30. The contractor will maintain Attendance Register in which day to day deployment of Staff.
31. While raising the bill, the deployment particulars of the personnel's engaged during each month, shift wise, should be shown. The attendance register shall remain available for inspection by the authorized representative of BBMP
32. Prolonged duty hours shall not be allowed. No payment shall make for overtime or prolonged duty hours, if any. Alternative arrangements should be made in case of leave, sickness, unauthorized absence etc. If any guard is engaged by contractor for extra duties beyond his/her scheduled duties for any reason, only wages for the said duty will be permissible without any overtime allowance and the 2nd party will be sole responsible for any litigation arises for

breaching of labor laws, indemnifying 1st party.

33. The contractor shall not engage any such sub-contractor or transfer the contract to any other person in any manner.
34. **BBMP reserve the right at the time of award of contract to increase or decrease up to 25% of the required quantity of manpower in the schedule of requirements without any change in charges.**
35. If as a result of post payment audit any overpayment is detected in respect of any work done by the agency under the tender, it shall be recovered from the agency by BBMP.
36. BBMP shall not be under any obligation for providing employment to any of the worker of the contractor during the contract or after the expiry of the contract. BBMP does not recognize any employee-employer relationship with any of the workers of the contractor.

1) Duties of Watchman (Security Guards) in lakes:

- a) Regularly patrol lake premises to prevent trespassing and ensure safety.
- b) Keep watch for signs of pollution, habitat destruction, or unauthorized activities.
- c) Manage entry and exit points, allowing only authorized access.
- d) Respond to emergencies, such as accidents or security breaches.
- e) Protect Lake Infrastructure and ecosystems.
- f) Prevent vandalism or damage.
- g) Vigilance of lakes premises
- h) Maintains reports by recording observations, information, occurrences, and surveillance activities, obtaining signatures etc,
- i) The security personnel shall watch that there are no unidentified / unclaimed / Suspicious objects / persons in the lake premises.
- j) The security personnel should not leave the point unless and until the reliever comes for shift duties.**
- k) The security guards must take round of the lake premises at fixed intervals.
- l) The security personnel must have the telephone numbers of the nearest Police Station, Fire Station, Ambulance, etc. for the sake of emergency if any.

2) The Agency shall provide the Following to the Watchman in the First month of the contract :

- a) One pair of Boots and 2 pairs of Socks for each Security Staff.
- b) One Muffler and one woolen Sweater, Battery and Torch for the Security Staff who are posted in Night Shifts.
- c) 2 pair of Uniforms, one Cap (Cap or Hat) and one Belt for each Security Staff.

Details of Zone wise Requirement of Private Watchman (Security Guards)

Sl.No	Zone	Qty
1	East	8
2	West	6
3	South	30
4	RR Nagar	46
5	Yelahanka	53
6	Dasarahalli	18
7	Mahadevapura	73
8	Bommanahalli	20
Sub Total		254
Reliver		42
Total		296

Note: Bruhat Bengaluru Mahanagara Palike (BBMP) oversees 183 developed lakes across 8 zones in Bengaluru, with lake locations potentially being reassigned based on administrative needs.

Appendix-1 – Covering Letter

(To be submitted in firm/ company letter head)

To,

Executive Engineer (lakes-Yelahanka),
Bruhat Bengaluru Mahanagara Palike,
Annex Building-3, 3rd Floor,
N.R Square, Bengaluru - 560 002

Sir/Madam,

Subject: Providing Private Watchman to lakes in BBMP Custody- Reg

Reference: Tender No: <TENDER REFERENCE NUMBER> Dated <DD/MM/YYYY>

We, the undersigned Bidders, having read and examined in detail all the bidding documents in respect to the Selection of Manpower Agency to providing **Private Watchman Services to lakes in BBMP custody**, do hereby propose to provide our services as specified in Tender.

Technical Response

We confirm having submitted the information as required by you in your Request for tender document. This is enclosed in our technical bid. In case you require any other further information/documentary proof in this regard for evaluation of our bid, we agree to furnish the same in time to your satisfaction.

Deviations

We declare that all the services shall be performed strictly in accordance with the bid documents and there are no deviations from the requirements mentioned in this tender document.

Performance Bank Guarantee

We hereby declare that in case the contract is awarded to us, we shall submit the contract Performance Bank Guarantee in the form prescribed in the tender document.

Validity of this Bid

We agree to abide by this tender response for a period of 90 days from the date of opening of the bid and it shall remain binding upon us with full force and virtue, until within this period a formal contract is prepared and executed. This tender response together with your written acceptance thereof in your notification of award, shall constitute a binding contract between us and BBMP.

We undertake, if our proposal is accepted, to adhere to the implementation plan for the Proposed System at the BBMP put forward in tender document or such adjusted plan as may subsequently be mutually agreed between us and BBMP or its appointed representatives.

We hereby declare that our bid is made in good faith, without collusion or fraud and the information contained in the bid is true and correct to the best of our knowledge and belief.

We understand that our bid is binding on us and that you are not bound to accept a Bid you receive.

It is hereby confirmed that I/We are entitled to act on behalf of our Company/ Corporation/ Firm/ Organization and empowered to sign this document as well as such other documents, which may be required in this connection.

Thanking you,

Yours faithfully

(Signature of the Authorized signatory)

Name :

Designation :

Seal :

Date :

Place :

Business Address:

Appendix-2 – Turnover Details

TO WHOMSOEVER IT MAY CONCERN

This is to certify that the Annual Turnover furnished by << COMPANY NAME >> for last 5 years i.e. 2020-21, 2021-22, 2022-23, 2023-24 and 2024-25 in the business of providing manpower deployment services is as below. This is as per the Statement of Accounts which has been duly verified by me and found correct.

Financial year	Total Turnover of the Company (Rs. in Lakhs)	Total Turnover from the business of Providing deployment of manpower services in the area of Watchman (Security Guard) (Rs. in Lakhs)
2020-21		
2021-22		
2022-23		
2023-24		
2024-25		

Place:

Date:

Seal & Signature of Chartered Accountant

Appendix-3 – Undertaking on Office Premises

This is to certify that << COMPANY NAME >> has an office in the Bengaluru. Relevant address proof is enclosed.

Company Secretary / Authorized Signatory

Name of Signatory:

Bidder Name:

Date

Place

Appendix-4 – Undertaking on Service Level Compliance

To,

Executive Engineer (lakes-Yelahanka),
Bruhat Bengaluru Mahanagara Palike,
Annex Building-3, 3rd Floor,
N.R Square, Bengaluru - 560 002

Sir,

**Subject: Providing Private Watchman Services to the lakes in BBMP
Custody - Reg**

1. I/We as Manpower Agency do hereby undertake that we shall comply with the service levels stated in the tender document to providing **Private Watchman Services to the lakes in BBMP Custody**.

2. However, if the proposed resources are found to be insufficient in meeting the tender document and/or the service level requirements given by BBMP, then we will augment the same without any additional cost to BBMP.

Your's faithfully,

Company Secretary / Authorized Signatory

Name of Signatory:

Bidder Name:

Date

Place

Appendix-5 – Details of the Bidder

Sl. No.	Particulars					Details
1.	Name of the Bidder					
2.	Address of the Bidder					
3.	Status of the Company (Public Ltd/ Pvt. Ltd)					
4.	Details of Incorporation of the Company					Date:
						Ref.
5.	Details of Commencement of Business					Date:
						Ref.
6.	Valid GST No.					
7.	Permanent Account Number (PAN)					
8.	Name & Designation of the contact person to whom all references shall be made regarding this tender					
9.	Telephone No. (with STD Code)					
10.	E-Mail of the contact person:					
11.	Fax No. (with STD Code)					
12.	Website					
13.	Financial Details (as per audited Balance Sheets) (Rs.in lakhs)					
14.	Year	2020-2021	2021-22	2022-23	2023-24	2024-25
15.	Net Worth					
16.	Turn Over					

Appendix-6 – Bidder's Experience

S. No.	Criteria	Project
1	Customer's Name	
2	Scope of the Project	Provide scope of the project, highlight Key Result Areas expected and achieved
3	Value of Project for Bidder	
4	Date of Contract and Contract period	
5	Completion certificate	Yes/No
6	Customer Contact Person's detail	
6.1	Name	
6.2	Designation	
6.3	Email	
6.4	Phone	
6.5	Mailing address	

Appendix-7 – Undertaking on being not blacklisted

This is to certify that << COMPANY NAME >> is not blacklisted by Government of Karnataka or any of its agencies for any reasons, whatsoever and is not blacklisted by Central / any other State / UT / Government, or its agencies for indulging in corrupt, or fraudulent practices or for indulging in unfair trade practices as on 31st May 2025.

I also hereby certify that information furnished in this Tender is true, complete and correct to the best of my knowledge and belief. I undertake that in the event of any information being found false or incorrect at any stage, my bid shall be liable to be cancelled/ terminated without any notice or compensation in lieu thereof along with any legal proceedings against.

Company Secretary / Authorized Signatory

Name of Signatory:

Bidder Name:

Date

Place

Appendix-8

Format for Declaration of Acceptance of Terms and Conditions in RFP

(In firm/ company letter head)

To,

Executive Engineer (lakes-Yelahanka),
Bruhat Bengaluru Mahanagara Palike,
Annex Building-3, 3rd Floor,
N.R Square, Bengaluru - 560 002

Sir/Madam,

Sub: Providing Private Watchman Services to lakes in BBMP Custody - Reg

Ref: Tender No: <TENDER REFERENCE NUMBER> Dated <DD/MM/YYYY>

Sir/Madam,

I have carefully gone through the Terms & Conditions contained in the tender document [No.] Regarding Providing Private Watchman Services to Lakes in BBMP Custody.

I declare that all the provisions of this Tender Document are acceptable to my Company. I further certify that I am an authorized signatory of my Company and am, therefore, competent to make this declaration.

Yours faithfully,

(Signature of the Bidder)

Printed Name

Designation

Seal

Date:

Business Address:

Appendix – 9

Format for Undertaking on litigation(s)

(in Firm/ Company letter head)

This is to certify that << COMPANY NAME >> is not involved in any litigation that may have an impact of affecting or compromising the delivery of services as required under this tender document.

Company Secretary / Authorized Signatory

Name of Signatory:

Bidder Name:

Date:

Place:

Appendix–10 Wage Details

(The Monthly Rates of Wages for the Private Watchman)

SN	Wage Details	Approved Rate in Rs
1	Basic + VDA	16793.42
2	EPF Employer Contribution (12.00 %) but limited to Rs.1800.00	1800.00
3	ESI Employer Contribution (3.25%)	545.79
4	Total Salary for 1 Security Staff	19139.21

(Note: Basic + VDA Rates as per Government Order No.KAE 71 LMW 2015
Dated: 04-08-2016 and

Details of Employee's and Employer's Contributions

Particulars	ESI (%)	PF (%)	Total (%)	Remarks
Employee's Contributions	0.75	12.00	12.75	From the wages of workers
Employer's (Successful Service provider) contribution	3.25	12.00	15.25	-
Total	4.00	24.00	28.00	-

Note:

- 1) Service provider shall quote only service charge. Service charge shall be in Percentage only.
- 2) The above tender is invited for the period of one year. If the provided services in that period are found satisfactory, the contract period will be extended each year. Subject to the maximum of next two years.
- 3) Such extensions will be made, provided that the service provider agrees to provide services with the same service charges quoted in the tender.
- 4) The minimum wages (Basic) and V.D.A. hikes/changes made by the Labour Department will be considered.

Appendix-11

Financial Bid Format

Quote service charges in Rupees only (Both in figures and words). The service charges shall include Housekeeping materials and administrative expenses of the Agency.

Assignment	Quantity	Amount per Annum	Statutory Deductions like EPF & ESI	Service Charges (in Rupees)	Service Charges (in Words)
Private Watchman Services to the lakes in BBMP Custody	296	Rs.693.60 lakhs	As applicable		

Note: 1) The Bidder should quote only the Service Charges the e-portal.

- 1) The Applicable rate of the Service Tax will be paid separately as per service tax provisions.

Appendix –12

Format of Performance Bank Guarantee

PERFORMANCE GUARANTEE

Ref:

Bank Guarantee No & Date:

To,

Executive Engineer (lakes-Yelahanka),
Bruhat Bengaluru Mahanagara Palike,
Annex Building-3, 3rd Floor,
N.R Square, Bengaluru - 560 002

1. Against contract vide Advance Acceptance of the Tender No. <Tender Number dated DD/MM/YYYY>pertaining to “Providing Private Watchman Services (Security Guard) to lakes in BBMP Custody” (hereinafter called the said 'contract') entered into between the Executive Engineer (lakes-Yelahanka Zone, BBMP, (hereinafter called the Purchaser) and M/s. _____, a Company incorporated under the Companies Act, 1956 and having its Registered Office at (hereinafter called the Bidder). This is to certify that at the request of the Bidder we (name of the Bank / Branch) a body corporate constituted under the Banking Companies [Acquisition and Transfer of Undertakings] Act, 1970 and having its, Registered Office at..... and a branch office at are holding in trust in favour of the Purchaser, an amount of Rs..... (Rupees only).

To indemnify and keep indemnified the Purchaser against any loss or damage that may be caused to or suffered by the Purchaser by reason of any breach by the Bidder of any of the Terms and Conditions of the said Contract and/or in the performance thereof. We agree that the decision of the Purchaser, whether by any breach of any of the Terms and Conditions of the said Contract and/or in the performance thereof has been committed by the Bidder and the amount of loss or damage that has been caused or suffered by the Purchaser shall be final and binding on us and the amount of the said loss or damage shall be paid by us forthwith on demand and without demur to the Purchaser.

2. We ... (Name of the Bank/Branch).....further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for satisfactory performance and fulfillment in all respects of the said contract by the Bidder i.e.till_____ hereinafter called the said date and that if any claim accrues or arises against us _____me of the Bank /Branch) by virtue of this guarantee before the said date, the same shall be enforceable against us(Name of the Bank/Branch) notwithstanding the fact that the same is enforced **within (6) six months** after the said date, provided that notice of any such claim has been given to us (Name of Bank/Branch) by the Purchaser before the said date. Payment under this letter of guarantee shall be made promptly upon our receipt of notice to that effect from the Purchaser.

3. It is fully understood that this guarantee is effective from the date of the said contract and that we..... (Name of the Bank Branch) undertake not to revoke this guarantee during its currency without consent in writing of the Purchaser.

4. We undertake to pay to the Purchaser any money so demanded notwithstanding any dispute or disputes raised by the Bidder in any suit or proceeding pending before any court or Tribunal relating thereto our liability under this present bond being absolute and unequivocal.

5. The payment so made by us under this Bond shall be a valid discharge of our liability for payment there under and the Bidder shall have no claim against us for making such payment.

6. We (Name of the Bank / Branch) further agree that the Purchaser shall have the fullest liberty, without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said contract or to extend time of performance by the Bidder from time to time or to postpone for any time or from time to time any of the powers exercisable by the Purchaser against the said Bidder and to forebear or enforce any of the terms and conditions relating to the said contract and we, ...(Name of the Bank/Branch) shall not be released from our liability under this guarantee by reason of any such variation or extension being granted to the said Bidder or for any forbearance by the Purchaser to the said Bidder or for any forbearance and or omission on the part of the Purchaser or any other matter or thing whatsoever, which under the law relating to sureties, would, but for this provision have the effect of so releasing us from our liability under this guarantee.

7. This guarantee will not be discharged due to the change in the constitution of the Bank or the Bidder.

Notwithstanding anything contained herein:

i) Our liability under this Bank Guarantee shall not exceed of Rs..... (Rupees in words ----- only)

ii) The Bank Guarantee shall be valid up to.....; and;

iii) We.....(Name of the Bank/Branch) are liable to pay the guaranteed amount or any part thereof under this Bank Guarantee only and only if you serve upon us a written claim or demand on or before

Authorized Signatory of the Bank

Signature

Full name/designation/ Address of the official and date

WITNESS NO. 1

WITNESS NO. 2

Signature Signature

Signature Signature

Full name/designation/ Address

Full name/designation/ Address